

APPROVED

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Science of Ukraine

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## **PROCEDURE**

### **for organizing and conducting creative competitions for entrants to obtain higher education degrees in year 2022**

#### **I. General regulations**

1. The following Procedure determines the mechanism of registration, organization and conducting creative competitions for entrants to obtain Bachelor's Degree on the basis of complete general secondary education while entering State Institution "Luhansk Taras Shevchenko National University" to places of state order, which provide for testing and evaluation of creative and/or physical abilities of the entrant required for higher education in the programme subject area included in the list of programme subject areas for which admission is based on the level of creative and/or physical abilities of entrants approved by the Order of the Ministry of Education and Science of Ukraine dated October 15, 2015 No. 1085, registered with the Ministry of Justice of Ukraine on November 04, 2015 under No. 1351/27796 (as amended by the Order of the Ministry of Education and Science of Ukraine dated October 13, 2017 No. 1378).

2. Programs of creative competitions are developed separately for each programme subject area (specialization, if necessary - a bid), approved by the Chairmen of the Admissions Committees and are published on the official website of State Institution "Luhansk Taras Shevchenko National University" (<http://luguniv.edu.ua>) no later than three months before the start of submission of documents.

The programs of creative competitions include:

- test structure (creative competition sessions);
- tasks to be included in each of the creative competition sessions;
- evaluation criteria for each creative competition session;
- evaluation structure and procedure for evaluating the results of the creative competition;
- general and special requirements for the abilities and competencies of entrants participating in the creative competition;
- information needed to help entrants in preparation for the creative competition.

Programmes of creative competitions are developed in state language.

3. Tasks for creative competitions are developed in accordance with the programmes of creative competitions.

4. Entrants are allowed to take part in creative competitions if they submit an application (in electronic or paper form according to the form determined by the Admissions Committee of State Institution "Luhansk Taras Shevchenko National

University”) and documents for participation in the creative competition in accordance with Paragraph 3 of Section II of this Procedure.

## **II. Features of registration, organization and holding creative competitions for entrants on the basis of complete general secondary education to places of state order**

1. Creative competitions for entrants on the basis of complete general secondary education are held in accordance with the Terms of admission to higher educational institutions of Ukraine in 2022, approved by the Order of the Ministry of Education and Science of Ukraine of October 13, 2021 No. 1098 and registered with the Ministry of Justice of Ukraine on November 26, 2021 under No. 1542/37164.

Applicants can apply for admission to State Institution “Luhansk Taras Shevchenko National University” on the places of state order for fixed bids for which the schedule of creative competitions is approved by the Ministry of Education and Science of Ukraine.

2. The terms of acceptance of applications and documents for participation in the creative competition for the places of state order are determined by the Admissions Committee of State Institution “Luhansk Taras Shevchenko National University” provided that the acceptance of applications and documents begins no later than July 23, lasts at least ten days and ends before the last stream of the creative competition.

Information on the deadlines for applications and documents for participation in the creative competition is published on the official website of State Institution “Luhansk Taras Shevchenko National University”.

3. To participate in the creative competition for state order, in addition to the application for participation in the creative competition, entrants submit:

- a copy of a document certifying the person;
- 3 × 4 cm photograph;
- a copy of a document of complete general secondary education or a certificate of the educational institution on the completion of its acquisition by August, 10.

It is not obligatory for applicants to submit other documents to participate in the creative competition.

4. To pass the creative competition, the entrant must make an electronic registration at mail@luguniv.edu.ua. During registration, the entrant provides information about himself, contact information and chooses a programme subject area. After registration, the entrant receives confirmation within three working days.

5. The Admissions Committee of State Institution “Luhansk Taras Shevchenko National University” carries out registration of entrants` applications for participation in creative competition, form examination sheets and examination streams in the order of receipt of applications of entrants or taking into account the proposals of entrants.

6. Acceptance of applications and documents for admission to study at State Institution “Luhansk Taras Shevchenko National University” takes place within the deadlines specified in these Terms and Rules of Admission.

7. Entrants to public procurement places are allowed to participate in creative competitions upon presentation of:

- the original of a document certifying the person;
- exam list with a photograph.

#### 8. Entry to the premise where the creative competition is held

Entry to the premise starts no later than 15 minutes till the beginning of the entrance test. Upon entering the entrant must personally present the original of a document certifying the person.

Parents or other persons accompanying the entrant are not allowed on the premises.

Applicants leave outerwear, bags, mobile phones and other means of communication in the designated area.

For the creative competition, entrants are allowed only with documents specified in Paragraph 7, a pen with blue or black ink and a bottle of water 0.5 litres (if necessary).

After the beginning of the creative competition, the admission of entrants to the auditorium is prohibited. Persons who are late for good reasons are allowed to participate in the creative competition by the decision of the Executive Secretary of the Admissions Committee. In this case, additional time to complete the task is not provided.

#### 9. The procedure for the creative competition

The time allotted for writing a work or performing a creative task is determined in advance and specified in the programme of the creative competition. This information is published on the official website of State Institution “Luhansk Taras Shevchenko National University” (<http://luguniv.edu.ua>), and is notified to participants before the start of the creative competition.

The work should be written by blue or black ink. In this case, the draft (if any) and the cleaner must be marked and separated. The draft of the work is not checked.

The work of the entrant should be written on sheets issued to the entrant in the auditorium. If necessary, additional sheets are issued to the entrant.

The entrant fills in the first page of the written work and signs only the first page. If there are any surnames, signatures and marks that are not relevant to the content of the work written on any other page of the work, such work of the entrant is deciphered and checked personally by the Chairman of the Examination Committee.

When completing written assignments, entrants are prohibited to:

- talk and disturb those present;
- carry any electronic devices or other aids or materials. The presence of any electronic devices (even switched off ones) as well as aids or materials is equated to their use.

Teachers who are present in the auditorium have to draw up an appropriate act and make an entrant leave the auditorium in case of violation of these Rules. A reason and time of suspension should be indicated on the exam work of such an entrant. When checking such a work is deciphered and is given a grade less than the minimum number of grades determined by the Admission Rules regardless of the volume and content of the work written.

While in the auditorium, the entrant must comply with all the requirements of teachers who are in the auditorium. If there is a question, the entrant should raise his hand and wait until the person in charge to come.

In emergency cases, the entrant is allowed to leave accompanied the auditorium only with the permission of teachers present in the auditorium.

Upon completion of work, the entrant separately submits a written work and a draft (if any) to teachers.

10. Entrants who received a grade below the minimum score set by the Admissions Committee in one of the sessions are not allowed to participate in the next session of the creative competition and competitive selection for study.

11. Official announcement of the results of creative competitions for state order places, including grades of individual sessions of creative competitions and information on achieving the minimum passing score is carried out by posting the relevant information on the official website of State Institution “Luhansk Taras Shevchenko National University” and is recorded in the Unified State Electronic Database on Education no later than the next day after they are held.